



Washington Counseling Association
Board Meeting
December 1, 2015
7:30 p.m. – 8:30 p.m.
Skype

Washington Counseling Association Board Meeting was called to order at 7:30 p.m., December 1, 2015 through Skype. President Becky Rudd presided. Governing Council members present for all or part of the meeting were as follows:

Cami Huysman, President-Elect
Brooke Lundquist, Graduate Student Representative
Terry Schwartz, Bylaws and Ethics Chair
Kristina Li, Government Policy Chair

Ashley Sylvester, Morgan Watson, Samantha Renner, Susan Jensen and Liesel Christoe Frazer were not in attendance.

Approval of the Agenda

It was moved by B. Rudd and seconded T. Schwartz to approve the Agenda. Motion Passed.

I. Announcements

i. Conference summary

B. Rudd provided results of an online survey of 2015 WCA conference attendees. B. Rudd provided a verbal report on profits (\$19,795) and main expenses (approximately \$16,600) of the conference.

Board's feedback:

- Spokane Convention Center was a good venue for the 2015 WCA conference due to its convenient location and helpful staff
- Overall conference was well organized and efficient, including the registration process
- Large group of volunteers was very helpful

Some improvements to be considered for the 2016 WCA conference:

- Improved signage
- More extensive training of volunteers
- Credit card swipe for the registration table
- Lowering registration prices while increasing number of attendees through better marketing
- Creating registration packets few days prior to the event
- Considering two local key note speakers on Friday
- Approve a debit card for small expenses for use by the conference chair

ii. Susan Jensen resignation

B. Rudd has announced resignation of current Professional Development Chair, Susan Jensen. Professional Development Chair is not a voting member of the WCA board according to WCA

bylaw. Position will remain unfilled until WCA bylaws are revised to appoint or restructure the position.

II. Old Business

i. Appointment of secretary

It was moved by B. Rudd and seconded by C. Huysman to appoint Kristina Li as WCA secretary. Motion Passed.

ii. Kirk Roberts

a. AAMFT notice

B. Rudd forwarded written message from President of AAMFT, Marvarene Oliver. The WCA Board is concerned with having Kirk Roberts revising WCA Bylaws and Policies & Procedures. WCA Board came to a consensus to cease further work with him due to potential illegal activities on Kirk Roberts' part. B. Rudd will brief board members who are not present at the meeting. She will draft an email to inform Kirk Roberts of the WCA Board's decision. The WCA Board will approve the email before it will be sent. If needed another meeting will be set up to further discuss the issue.

b. Bylaw revision

B. Rudd and T. Schwartz will create a small committee to further evaluate the bylaw revision. Item tabled.

iii. Executive administrator position

Financial report of WCA's current state is needed to inform the decision. Item tabled.

iv. IRS status

B. Rudd reported that WCA is currently cleared with IRS. WCA's status may need to be changed in the future for tax deduction purposes. C. Huysman will get a price quote for an accountant who can provide information on the topic.

v. WCA mailing address

It was moved by B. Lundquist and seconded by T. Schwartz to set up a P.O. box at UPS in the Spokane area as WCA mailing address. Motion passed.

III. New Business Discussion

i. Workshop series

B. Rudd reports that there is interest from local presenters to participate in a WCA workshop series. B. Rudd contacted David Caplan who may present on ethics. WCA would be paying for David Caplan's flight, hotel accommodations and meals.

Workshop series would allow WCA to reach out to western and central Washington.

Approximate dates for the workshop series are in spring or early summer.

B. Lundquist and B. Rudd will work on finding venues. B. Rudd will contact David Caplan and collect proposals from local presenters.

ii. 2016 conference committee

Samantha Renner will chair the 2016 WCA conference committee. Kristina Li volunteered for the committee.

WCA Bylaws article 5 states that conference location will be rotated between Eastern and Western Washington. Board is unclear how frequently it must be rotated.

B. Rudd will get clarification from ACA on policy and bylaws. She will request the official copy of WCA bylaws from ACA and forward it to the WCA board.

Washington Counseling Association Board Meeting was adjourned at 8:50 p.m.